

ELECTIONS COMMISSION
City and County of San Francisco

Christopher Jerdonek, President
Robin M. Stone, Vice President
Lucy Bernholz
Cynthia Dai
Nancy Hayden Crowley
Renita LiVolsi
Vacancy



John Arntz, Director of Elections

Martha Delgadillo, Commission Secretary

REGULAR MEETING MINUTES **DRAFT******
(Approved on XXXX)

San Francisco Elections Commission
Wednesday, October 19, 2022
6:00 p.m.
City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, California 94102
& Remote meeting via WebEx

1. Call to Order & Roll Call

Meeting Called to Order at 6:04 pm

Present: President Christopher Jerdonek, Vice President (VP) Robin Stone, Commissioner Lucy Bernholz, Commissioner Cynthia Dai, Commissioner Nancy Hayden Crowley, and Commissioner Renita LiVolsi. (The seat appointed by the Board of Education is vacant.)

Also Present: Director of Elections John Arntz, Deputy City Attorney (DCA) Ana Flores, and Commission Secretary Martha Delgadillo.

New Commissioner Nancy Hayden Crowley, who was appointed by Mayor London Breed and sworn in on October 13, 2022, was welcomed.

2. General Public Comment

Brent Turner gave a brief history of Open Source Voting (OSV) and where it's at today with some states using OSV systems now.

3. Discussion and Possible Action on Resolution on Continuation of Remote Elections Commission Meetings

President Jerdonek introduced the memo from the City Attorney's and the draft resolution.

VP Stone moved to adopt the resolution. Seconded by Commissioner Dai.

Public Comment

None.

**MOTION ON RESOLUTION ON CONTINUATION OF REMOTE ELECTIONS
COMMISSION MEETINGS**

President Jerdonek	Yes
VP Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

6 Yays 0 Nays 0 Abstain
Motion passes

4. Approval of Minutes of Previous Meetings for the May 18, 2022

Commissioner Dai stated that she and VP Stone were tasked with developing a plan for the Redistricting Initiative.

Commissioner Hayden Crowley asked Commissioner Dai if she meant to delete some sentences regarding the DCA's exchange, and added a paragraph. Commissioner Dai stated they were extra spaces. She only wanted to add to the minutes.

Commissioner Hayden Crowley stated that she would like to abstain from voting on this item because she was not on the Commission at the time of the meeting and did not attend the meeting. President Jerdonek asked DCA Flores if Commissioners could abstain from voting. She responded that there are some exceptions and that a member can be excused.

VP Stone moved to allow Commissioner Hayden Crowley to abstain from voting on the minutes of the May 18, 2022 meeting. Seconded by Commissioner Dai.

VP Stone moved to approve the draft minutes of the May 19, 2022 regular meeting, with amendments to fix typos and make minor changes, along with proposed revisions by Commissioner Dai.

Public Comment

David Pilpel stated his experience with Commissioners not wanting to vote. He made suggestions for the minutes.

Commissioner Hayden Crowley rescinded her desire to be excluded from the vote for approval of the meeting minutes. She will be voting.

MOTION TO APPROVE THE MINUTES OF THE MAY 18, 2022 MEETING

President Jerdonek	Yes
VP Stone	Yes
Commissioner Bernholz	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

6 Yays 0 Nays 0 Abstain
Motion passes

5. **Selection and Hiring Process for Director of Elections Position**

The current term for Director Arntz expires at midnight on April 14, 2023. President Jerdonek explained that this is a normal process and that the City's Charter states it has to happen every five years. President Jerdonek clarified that Director Arntz's term ends on May 21, 2023. There is a 9-page document that outlines the rules for the hiring process for the Director, and the last four pages pertain to removal, which does not apply today.

Public Speaker:

Shawn Sherburne, MS, PHR Assistant Director, Employment Services – Department of Human Resources, joined the meeting on WebEx. Mr. Sherburne explained the City's process for executive recruitment and the steps to take to select a candidate. The timeline is usually six months and could be as long as nine months.

VP Stone asked if the Commission decides to do the process, would Director Arntz have to participate? Mr. Sherburne explained that Director Arntz would have to apply too.

Commissioner Hayden Crowley asked questions regarding costs and whether the Elections Commission would incur the fee. Mr. Sherburne responded by saying it depends on how many elements the Commission wants to have in the process and how much outreach and advertising would cost. He estimated between \$30,000 and \$50,000. Commissioner Hayden Crowley asked how many executive search contracts the City has undertaken in the last year. What was the average ramp-up time from beginning to end?

Mr. Sherburne stated it typically takes about 6-9 months for the process beginning to end, but could be done in less time as they have a short list of qualified search firms. Commissioner Dai asked if the search would be retained (flat fee) vs. contingency (paid only upon hiring). Commissioner Hayden Crowley asked how often it has happened in the last year or two that the City has conducted these executive search contracts and selected the internal candidate. He responded that of the two he had worked on, in one a Commissioner was appointed, and the other came from outside the City. President Jerdonek asked if the Civil Code rules apply. At least 3 candidates will be placed on a list of qualified applicants in the order of their scores, which would be determined by the

Commission. The conversation continued with questions and answers by the Commissioners and Mr. Sherburne.

Public Comment

David Pilpel brought up other searches for candidates for directors in other City departments. He also suggested what items should be in public session and which in closed session.

Brent Turner stated that the public strongly encourages an executive search firm for reasons of racial equity.

Tes Welborn, a member of the public, stated it is possible to start exploring search firms and qualifying them.

6. Redistricting Process Initiative

Commissioner Dai introduced guest speakers.

Angela Calvillo, Clerk of the Board of Supervisors (BOS), mentioned her report is on the RDTF website. She compared the RDTF from the previous cycle to the latest one and noted that the Clerk took on the outreach consultant search process to help out the Department of Elections given the number of elections this year. Costs associated with redistricting were discussed. Questions and answers continued between Ms. Calvillo and the Commissioners. Ms. Calvillo recommended that activities associated with redistricting should be looked at systematically and codified before the subsequent census and redistricting, including funding and administrative support.

Fernando Martí, San Francisco Unity Map Coalition stated that he was involved ten years ago with the redistricting process. He provided information on redistricting mapping based on previous methods and shared ideas for the future. Mr. Martí presented a PowerPoint slide show. Questions and answers continued between Mr. Martí and the Commissioners, culminating in key priorities to reform the RDTF and its processes based on historical information and lessons learned during the last round of redistricting.

Emily Lee, San Francisco Unity Map Coalition

Did not comment.

Public Comment

Tes Welborn stated having perhaps 11 members and alternates would be helpful.

Brent Turner commented on the importance of transparency and preventing conflicts of interest and political influence.

Jeremy Lee, 2021-22 RDTF member, stated he is encouraged by the discussions on redistricting reform.

Jen Tse from the League of Women Voters San Francisco suggested maybe thinking about reform and what is going on at the State level with the FAIR MAPS Act.

Commissioner Bernholz left the meeting when this item ended at 9:05 pm.

The Commission took a break short break from 9:08 pm to 9:18 pm.

7. Diversity, Equity, Inclusion, Belonging, Justice (DEIBJ) Initiatives

VP Stone submitted a resolution on land acknowledgment and explained what it entails, along with the context of the Ramaytush Ohlone, the original inhabitants of this land. A land acknowledgment is an entry point for continued conversations, collaboration, and partnership with the community. She stated the need to continue to commit to acknowledging the land in every meeting. She did reach out to the Native American Cultural District to ensure that the language still aligns with their current perspective. She also addressed the wording about the sovereignty of the original people.

President Jerdonek shared his research on Commissioner compensation included in the packet. VP Stone asked if there were any other considerations such as public transportation benefits researched. Commissioner Hayden Crowley shared her knowledge of other commissions and their compensation for participation.

VP Stone moved to adopt the land acknowledgment resolution as drafted. Seconded by Commissioner Dai.

Public Comment

David Pilpel mentioned a few minor typos in the document. He also expressed concerns about a few topics mentioned in the resolution and suggested reviewing them periodically.

Brent Turner expressed support for the resolution.

President Jerdonek	Yes
VP Stone	Yes
Commissioner Dai	Yes
Commissioner Hayden Crowley	Yes
Commissioner LiVolsi	Yes

5 Yays 0 Nays 0 Abstain
Motion passes

8. Director's Report

Commissioner Dai commended Director Arntz for the changes made to the Elections website to clarify election results reporting. Director Arntz shared that he looked at possible ways he could address recommendations made by the Commission. He stated that he had met with a vendor, ScytL.

President Jerdonek asked if Dominion's contract had gone to the BOS yet. Director Arntz stated that the extension does not require action from BOS. President Jerdonek questioned him on when he learned of this, given the Commission's past resolution to request a one-year extension instead of two. Director Arntz said that he thought he had informed President Jerdonek that BOS approval was no longer necessary. He is waiting for the provider to get back to him to finalize.

VP Stone shared information on her visit to the San Francisco Jail, where she shadowed Prisoner Legal Services (PLS). They registered and distributed ballots to the inmates currently incarcerated. She reported that it was highly organized. The Department is also working with the homeless.

Commissioners offered some additional suggestions on how elections results should be reported for further clarification and Director Arntz said he would try to incorporate the feedback..

Public Comment

David Pilpel commended Director Arntz on improving results reporting on the website.

Brent Turner expressed concern that Director Arntz had not shared that the BOS did not need to approve the extension on the Dominion contract.

9. Commissioners' Reports

President Jerdonek reported on the following items:

- A Sunshine Request was submitted, and a former Commissioner did not respond to the Sunshine Request. A complaint was found valid by the Sunshine Ordinance Task Force (SOTF). The former Commissioner has since requested a rehearing and the SOTF agreed to the rehearing. Director Arntz was asked if he has access to Commissioner's emails, and he clarified that emails were provided to the SOTF after the Commissioner stepped down. VP Stone wondered if there is a process for a formal request for information from emails.
- The Commission has a deadline of mid-November to switch the website to the new platform. President Jerdonek reported that a presentation would take place at a future meeting.
- He attended a meeting, as an observer, with the registrar of Alameda County. They are working on their own ranked-choice voting results display. They developed a grid integrated with their election results.

VP Stone referenced her visit with PLS and registered persons to vote and delivered ballots. Commissioner Hayden Crowley mentioned that information on services provided by PLS could be found on the Sheriff's website.

Public Comment

None

10. Agenda Items for Future Meetings

- a. Commission budget.

President Jerdonek announced that this meeting would be Secretary Delgadillo's last meeting and that she would be missed.

Public Comment

David Pilpel commented on the announcement that Secretary Delgadillo will no longer be working with the Commission.

Brent Turner also commented that Secretary Delgadillo has been kind and that he appreciated her.

Adjournment at 10:18 pm